

CHAPTER XXI.

REGISTRATION.

It has not been thought necessary to do more than insert general rules under this chapter. With the exception of Collectors of Districts, Revenue Officers outside the Special Registration Department have almost nothing to do with the subject of registration, and it seems superfluous therefore to insert circular orders by the Inspector General of Registration, or regulations for the internal economy of the department under him.

Collectors of Districts are District Registrars. Special Sub-Registrars are appointed at most Mamlutdars' stations.—*G. R. No.* 1958, *Mar.* 24, 1882.

The law on the subject is Act III. of 1877.

1. Rules under the Act.

[NOTE.—The rules relating to registers, bills, and other matters of detail, are omitted.]

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(22) The fees received for registration, searches, copies, &c., shall be remitted daily to the nearest treasury, and the signature of the officer in charge of the treasury shall be taken in the cash book. If a Sub-Registrar's office be at a place where there is no treasury, remittances shall be made whenever the amount in hand exceeds Rs. 50.

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(25) Every Registrar's office shall be a central office of record for the district, and such of the registration, cash, minute, day and batta books of the subordinate offices as at the commencement of each calendar year are complete, and date back five years, shall be transferred to it. The indexes of each Sub-Registry office shall be retained in the office to which they belong.

(26) The following papers, &c., in the Registrar and Sub-Registrar's offices shall be destroyed after the lapse of two whole years from the date on which such papers, &c., or the proceedings to

Rules under the Act—(contd.)

which they relate, were finally disposed of, subject, in the case of a Sub-Registrar's office, to the sanction of the Registrar of the district. A list shall be kept of the papers so destroyed in the form specified.

Fixed and extra contingent bills, bills for printing and stationery, indents for dead-stock, arrears returns and batta returns, summonses, ordinary correspondence excepting circulars and standing orders and other papers useful for reference, applications for summonses and warrants under Sections 36 and 39, for searches and inspections under Section 57, for attendance at the private residence of parties, and for leave, reports of appointments and delivering over and receiving charge of office, receipts granted under Section 52 or under Rule 35, and subsequently taken back under Rule 53 or 60, and counterparts, of such receipts, and of notices as to documents being ready for delivery.

If the destruction of any papers, &c., other than the foregoing is desired, the previous sanction of the Inspector General or, in Sind, of the Branch Inspector General must be obtained. •

(27) The documents of which the destruction is authorized by Section 85, if they remain unclaimed for a period exceeding two years, shall not be destroyed without the previous sanction of the Inspector General or, in Sind, of the Branch Inspector General, nor until a notice has been issued to the parties concerned. The two years shall be reckoned, as to documents the registration of which has been refused, from the date of refusal, and as to documents which have been registered, from the date of registration.

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(30) Fines imposed under Section 24 or 34 of the Act shall be as follows—

If the delay has been less than one month,— $2\frac{1}{2}$ times the proper registration-fee.

If more than one month, but less than two months,—5 times the proper registration-fee.

If more than two, but less than three months,— $7\frac{1}{2}$ times the proper registration-fee.

If more than three months,—ten times the proper registration-fee.

* * * * *

(33) All Registration offices shall be opened daily, Sundays and holidays excepted, between 11 A.M. and 5 P.M.

(34) Registrars should report all appointments made by them under Section 11 or 12, and all changes in the officers in charge of Registrar's and Sub-Registrar's offices respectively.

* * * *

(37) The endorsement to be made under Section 52, on every document presented for registration shall be written by the registering Officer with his own hand, on the face of the document in the following form:—

“Presented at the Office of the Registrar, or Sub-Registrar, of
between the hours of 2 and 3 P.M., on the 30th July 1877.”

If a document is impounded under the Stamp Act, the words “impounded under Section of the Stamp Act” shall be written on the face of it, and signed by the registering Officer below the above endorsement.

(38) The proper fees shall then be taken, and the first four columns in the Day-Book filled in at once.

The daily number under which the document is entered in the Day-Book and the Minute Book should be endorsed on the document.

(39) In calculating copying-fees a fraction of a folio shall be counted as a whole folio. When a document is so short that the copy of it will probably occupy less than one page of the Register Book, the whole number of words should be counted. In other cases the number of folios may be counted by multiplying the average number of words in five different lines in different parts of the document by the number of lines in the document (a fraction of a word being counted as a word), and dividing the result by a hundred.

(40) On receipt of the fees the registering Officers shall write on the face of the document a note as to the fees received.

(41) In considering whether a document presented for registration should be accepted the registering Officer should not concern himself with questions as to its validity, but should be careful only to see that it fulfils the following requirements of the law:—

- (1) that it be properly stamped;
- (2) that it be presented within the proper time;
- (3) that it be presented by a competent person;
- (4) if it relates to immoveable property, that it is not open to objection under Section 21; and

Rules under the Act—(contd.)

(5) that the provisions of Section 19 are complied with if that section be applicable.

(42) If there be no objection on the face of the document to its being accepted, the inquiry under Section 34 shall be proceeded with; and if the document is admitted to registration, the endorsements and certificate under Sections 58 to 60 shall be made.

Admission of receipt of consideration shall only be endorsed when voluntarily made.

If an executing party admits execution but denies the receipt of consideration in whole or in part, registration is not therefore to be refused, but the denial of receipt of consideration shall be mentioned in the endorsement.

When the registering Officer is acquainted either with the persons admitting execution or with the witnesses to their identity, he shall mention the fact in the endorsement.

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(44) When a document admitted to registration is being copied in the appropriate register book, the value of the stamp and the stamp-vendor's endorsement shall invariably be transcribed at the beginning of the copy, and also on the memoranda or copies prepared under Sections 64 to 67; but these shall not be taken into account when calculating the copying fees.

(45) In Book No. I., compulsory registrations shall be distinguished by the letter "A" appended to the serial number, and optional registrations by the letter "B"; and copies, memoranda, of certificates under Sections 64, 65, 66, 67, and 89, filed in supplements to Book No. 1., Parts I. and III., shall be distinguished by the serial numbers 1a, 2a, 3a, &c.

To determine whether the registration of a document in which no value is specified is compulsory or not, the value of the stamp affixed thereto shall be taken to indicate the value of the interest.

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(49) Errors, erasures, interlineations, &c., in original documents must be copied into the register book exactly as they appear in the documents. Marginal notes shall be written in column 1, explanatory of such errors, &c., in the prescribed manner.

(50) On the copy in the register book being completed, the registering Officer having carefully compared it with the original, shall certify under his signature that it is a true copy.

No erasure or alteration shall be made in the registers; any error made at the time of copying shall be bracketed in red ink, and the correction written above in red ink, and this shall be attested on each side by the initials of the registering Officer. Every interlineation or addition shall be similarly noted and attested.

When any such corrections are made, they shall be mentioned in the form of certificate.

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(54) Documents of which the registration is not complete, and registered documents pending delivery, shall be kept separate.

A list of documents, the registration of which is not completed, and of those registered, but unclaimed for more than one month from the date of completion of registration, shall be hung up to public view in the office of every registering Officer.

If a document remains unclaimed for one calendar month after its registration, or after registration has been refused, the registering Officer shall, on the day following the last day of such month, issue a notice to the presenter of the document, informing him that if it be not claimed within a further period of one calendar month an extra fee at the rates prescribed in article 37 of the fee table will be leviable before it can be delivered to him. Such notices shall be sent by post, post paid.—(*B. G. Notn.* 3684, *May* 14, 1883.)

(55) When a Sub-Registrar registers a document relating to immoveable property not situate within his own sub-district and the mistake is brought to notice, he shall direct the presenter to present it again in the proper office, where it shall be registered afresh without additional charge.

(56) A copy of every order passed by a Registrar in appeal shall, if registration be ordered, be sent to the Sub-Registrar from whose decision the appeal was made, and shall be copied by the latter in the last column of his Book No. II.

(57) Commissions issued under Section 33 or 38 and the returns thereto shall be recorded in a separate file.

(58) In taking evidence regarding the identity of parties appearing before him, the registering Officer should prefer witnesses of respectability or well known persons, such as Government Officers, Vakeels ordinarily practising at the station, or persons with whom he is personally acquainted.

Rules under the Act—(contd.)

(59) Fees are to be levied for summonses and warrants issued under either Section 36 or 75 at the rates prescribed in the fee table, and to be credited in the batta book.

For the purposes of para. 4 of Section 75, Registrars will themselves issue process for the attendance of witnesses. In the district of Bombay the Registrar will himself arrange for the service or execution of such processes, elsewhere they should be sent to a Mámlatdár, Mukhtyárkar, or Mahalkari, for the purpose of being executed.

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(61) Every application to a registering Officer for copies, searches, inspections, &c., shall be made in writing and shall be numbered and filed by the registering Officer, and upon it shall be endorsed the date of receipt, the date on which the requisition was satisfied, and the amount of fee received.

Registering Officers must see that the provisions of the stamp-law are complied with, as to applications made under this rule and as to copies of documents furnished to applicants.

(62) When the Sub-Registrar at the Huzur Station is appointed by the Registrar under Section 11 to perform his duties during his absence in his district, or when, although not so appointed, he is, during the Registrar's absence, placed in charge of the District Record-room, the fees received for copies from the records shall be credited in the Sub-Registrar's accounts, and he shall be allowed his usual percentage commission on such fees.

(63) No postal charges shall be levied for the transmission of memoranda or copies of documents, under Sections 64, 65, 66 and 67. The fees charged cover all expenses, and the postage shall be paid by the officer levying such fees.

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(66) Fees on documents of which the registration is finally refused shall be refunded to the parties entitled to the same. A register of such refunds, and of refunds of fees surcharged, and of fines remitted, shall be kept by each registering Officer.

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(68) Sub-Registrars in the Mofussil, other than those at Sadar stations, should close their accounts on the date of each month on which the accounts of the treasuries, into which their receipts may

be paid, are closed; those at Sadar stations should close them on the last day of the month.

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(72) Fees received after the hour at which the treasury, into which payments have to be made, may be closed, shall be kept by the registering Officers till next day, and then paid into the treasuries along with the receipts for that day.

In Sadar stations, where the treasury accounts are closed on the last day of the month, any fees received on that day by registering Officers, subsequent to the closing of the treasury, shall be shown in their accounts for the following month.

(73) Every Registrar shall fill up such annual returns as may be called for by the Inspector General, and shall, on or before the 30th June, submit to the Inspector General a brief annual report containing such general remarks as he may deem necessary on the amount of registration work performed by himself and his Sub-Registrars during the year ending on March 31, distinguishing compulsory from voluntary registrations, showing the nature of the documents registered, the number of result of appeals under Section 72, of applications under Section 73, and of suits under Section 77, the amount of fees collected in his own office and those of the Sub-Registrars, drawing attention to the inconvenience, if any, attending any of these rules or the authorized table of fees, and submitting any suggestions which he may have to offer for facilitating, extending, or improving the system of registration.

(74) All Sub-Registrars, except those of the Presidency District, Kurrachee, and Aden, shall provide, out of the percentage of fees paid to them as remuneration, whatever writing materials they require for the work of their respective offices, except such blank forms and books as are supplied by Government.

(75) The Karkuns employed in mofussil Sub-Registry offices shall also be paid by the Sub-Registrars out of their percentage. Subject to the approval of the Inspector General, the number of Karkuns to be employed in a Sub-Registry office, and the amount of monthly remuneration to be paid to each of them, shall be determined by the Registrar of the district. In no case shall the salary of any Karkun be less than Rs. 8 per month if employed by a special Sub-Registrar, nor less than Rs. 6 per month if employed by an *ex-officio* Sub-Registrar, whether the percentage

Rules under the Act—(contd.)

receipts be above or below the abovenamed sums. On January 1 and July 1 in each year, every Sub-Registrar shall furnish to the Registrar a return showing the amount paid by him to his establishment during the preceding six months. No Sub-Registrar shall employ, fine, or dismiss any Karkun save with the sanction of the Registrar.

(76) *Ex-officio* Sub-Registrars—

- (1) Shall not write up during the regular office hours of the Kutcherry any of the Register Books or Indexes, nor any of the Returns, nor any book except the Minute Book, the Day-Book, the Cash-Book, and the Batta Book;
- (2) Shall not employ any of the parties to a document, nor any agent, relative, or friend of any such party or other person interested in the document, to write any of the Registration Books, Indexes, Returns, or Endorsements relating to such document, nor get any such writing done without remuneration by any person attending the kutcherry on any public business;
- (3) Shall not employ any Government servant to write any of the Registration Books, Indexes, Returns, or Endorsements, during the ordinary hours of duty of such servants; and
- (4) Shall be responsible for all writing for registration purposes being done legibly and distinctly, and for the Book, Indexes, and Returns being kept in a neat and orderly manner under penalty of refunding the percentage of fees paid for any writing not to the satisfaction of the Registrar.

(77) Registrars may, at their discretion, withhold percentage allowance from any Sub-Registrar who may be found to be negligent in the performance of his duties.

(78) Every Registrar shall, if possible, examine the Books, Indexes, Accounts, and other records of the Sub-Registrar's subordinate to him once in every official year. He shall make a memorandum of all errors, acts of negligence, or doubtful practices observed, and shall send one copy to the Sub-Registrar and another to the Inspector General with remarks or suggestions. He shall particularly

direct his attention towards ascertaining whether the same persons have been in the habit of attending at the Sub-Registry Office an extraordinary number of times to give evidence as to the identity of executants. He shall also, under Section 52, authenticate the books examined by making a record in each.

If a Registrar is unable, owing to other duties to visit all the Sub-Registry Offices of his district in one year, he shall arrange for such offices as he cannot visit being examined by an Assistant or Deputy Collector, and every Sub-Registry Office shall at all times be open to inspection by the Assistant or Deputy Collector in charge of the taluka. Every Sub-Registrar's Office not situated within the charge of some Inspector of Registration will, according to the orders of Government, be inspected once in every official year by the Assistant or Deputy Collector in charge of the taluka.

An Assistant or Deputy Collector examining a Sub-Registry Office should make a report to the Registrar of all errors, acts of negligence, omissions, or doubtful practices he may observe, and the Registrar will thereupon issue such orders as he deems necessary to the Sub-Registrar; the Assistant or Deputy Collector should not issue orders direct to Sub-Registrar. He shall authenticate such books as he may inspect in the manner prescribed for Registrars. A copy of his report shall be forwarded by the Registrar to the Inspector General, with remarks or suggestions.

(79) Every Inspector of Registration shall carefully inspect the books, accounts, &c., of each Sub-Registry Office in his charge, if possible once in every official year, and shall, on each occasion, make a memorandum of all errors, acts of negligence, omissions, or doubtful practices which he may observe. He shall forward one copy to the Inspector General, and another to the Registrar of the district. The latter will thereupon issue such orders to the Sub-Registrar as he may deem fit, but no Inspector shall issue any order direct to any Sub-Registrar. Such books of the Sub-Registry Office as may be examined by an Inspector shall be authenticated by him under Section 52 of the Registration Act in the manner prescribed for Registrars.

(80) On or before the 10th of every month each Inspector shall submit to the Inspector General a diary containing full information as to his movements during the preceding month. He shall also submit an Annual Report, in which are to be noted all deeds of a peculiar or extraordinary character which have come under his

Rules under the Act—(contd.)

observation during his examination of the Register Books. Special mention is also to be made of the state of the Indexes in the several offices, whether they afford all necessary facilities for reference, and whether any steps are recommended for their improvement.

(81) In Sind all the above reports and returns shall be made to the Branch Inspector General.

(82) A departmental examination in questions relating to the Registration Act and Rules and the Annual Departmental Registration Examination. General Stamp Act shall be held yearly in September in each district.

All Clerks and Karkuns of the Registration Department in the direct employ of Government shall be required to pass such examination before being confirmed in their appointments. The Karkuns of any Sub-Registrar other than the Sub-Registrars of the Presidency District and the Sub-Registrar of Karachi, not being in the direct employ of Government, are exempt from the necessity of passing this examination; but any such Karkuns, who, under the terms of Government Resolutions, Revenue Department, No. 2257 of the 12th May 1871, and No. 2724 of 13th May 1873, are eligible for the Government service, may, if they so desire, appear at the examination.

The questions for the examination will be prepared by the Inspector General and forwarded by him to the President of the Examination Committee in each district, who will return the papers to the Inspector General for his examination and decision. The names of the candidates who pass the examination will be published in the *Government Gazette*.

If a candidate who has passed the examination does not obtain an appointment in the Registration Department within one year from the date of so passing, he shall not be deemed qualified for a permanent appointment therein until he has again passed the examination, but he may be appointed as a probationer.

(83) The appointment of every Special Sub-Registrar will for the first 12 months be probationary only. As soon as possible after that time has elapsed, or in special cases within that time, if after careful examination of his office he be reported duly qualified by the District Registrar, the Inspector General will inform Government whether in his opinion

he should be confirmed in his appointment, but no such appointment will be confirmed unless the probationer has passed the annual examination prescribed by the last rule either within a year before he was appointed or whilst he has been on probation—*G. R. No. 1151, March 4, 1878, and Notif. 2705, April 4, 1883.*

Notices of relinquishment relating to land above Rs. 100 in value are required by Section 17 of Act III. of 1877, to be registered.—*G. R. No. 3087, April 20, 1883.*

Rules for obtaining copies of documents.

I.—INSPECTION.

1. The documents, maps, registers, accounts and records, the right of inspection of which is

Inspection of documents to which the public have a legal right when and how to be permitted.

provided for in section 91 of the Indian Registration Act, 1877, and in section 213 of the Bombay

Land Revenue Code, 1879, and all public documents which any person has, under the provisions of any law for the time being in force, a right to inspect, shall be open to inspection in the office of the officer in charge of the same during the usual office-hours every day, except Sundays and public holidays, on payment of the fee hereinafter prescribed in this behalf: Provided always that no fee shall be levied by any village officer for allowing inspection of any such document, map, register, account or other public document as aforesaid which is in his charge.

Inspection not to be permitted without a legal right.

2. Except in the cases named in the last preceding Rule, no inspection of any public document will be allowed.

II.—EXTRACTS AND COPIES.

3. No uncertified copy or extract shall be obtainable of or from any document other than

Uncertified copies and extracts how obtainable.

those described in Rule 1, nor otherwise than under this Rule.

Any person entitled to inspect any public document under Rule 1 may himself make a copy, or employ his own agent to make a copy of any public document, or of any portion of any public document of which he has duly obtained inspection, but no copy so made shall be certified by any public officer.

Rules under the Act—(contd.)

4. The officer in charge of any public document described in Rule 1 shall cause to be prepared,

Certified copies or extracts of or from the documents described in Rule 1 how obtainable.

and give a certified copy of the same, or of any portion thereof under his own signature, to any

person applying for such copy on payment of the fee hereinafter prescribed in this behalf: Provided that every application for a certified copy of any public document in the charge of a village officer shall be made to the Mámlatdár or Mahálkari to whom such officer is subordinate, who shall cause the copy to be prepared by the village accountant. Every such copy after being compared by the village accountant with the original, shall be signed by him in token of its being correct, and shall be sent by him to the Mámlatdár or Mahálkari for the purpose of being certified and made over to the applicant. No village officer shall himself certify a copy to be a true copy, or receive or grant an application for any such copy.

5. Subject to the proviso contained in the last preceding Rule, certified copies of public documents, or of portions of public

When certified copies or extracts may be granted of or from public documents other than those described in Rule 1.

documents, other than those described in Rule 1, may be granted by the officer in charge thereof

to any person applying for the same, on payment of the fee hereinafter prescribed in this behalf: Provided—

- (a) that in disposing of any such application the officer to whom the same is made shall be guided by the orders of Government and of any officer to whom he is subordinate, and in case of doubt shall, before disposing of the same, refer to his immediate superior for instructions;
- (b) that no copy of any official correspondence or of any opinion of a Government law officer, or of any order or resolution embodying any such opinion, shall be given by any officer subordinate to a Collector without the Collector's previous permission, or by any survey Officer without the previous permission of the Survey Commissioner;

(c) that no copy shall be granted of any record, map or plan which has been printed or lithographed and published under the authority of Government ;

(d) that no copy of any document is to be given in any case in which it is obvious that such a course would be prejudicial to Government.

6. On every certified copy or extract granted under these Rules there shall be endorsed, by

Fee-endorsement to be written
on certified copies.

the officer who receives the fee for the same, a receipt in the following form (namely) :—

“ Received Rs. a. , being the fee for this certified copy.

Dated the 188 .

(Signed) A. B.”

7. The certificate on all certified copies or extracts granted under these Rules shall be in the

Form of certificate.

form prescribed by section 76 of the Indian Evidence Act.

III.—SEARCHES.

8. When an application is made for an inspection or copy of

any public document, or of any portion of a public document,

and such application does not distinctly describe the number, date and nature of the document required ; or if the description given in such application is incorrect, and it shall in consequence be necessary for the officer in charge of the document to search his records in order to find it, a fee, at the rate hereinafter prescribed, shall be payable by the applicant for such search, whether the inspection or copy for which he applies shall, on examination of the said document by the said officer, be granted or not : Provided that no such fee shall be levied by a village officer.

IV.—FEES.

9. The following fees shall be levied in cash, under these Rules

Table of fees to be levied. (namely):—

(1) For every inspection granted under Rule 1 by any officer other than a village officer 8 annas.

Rules under the Act—(contd.)

- (2) For every certified copy of a public document not falling under Article (3) of this Table:—

(a) if the original be in English, for every 100 words or fraction of 100 words 2 annas.

(b) if the original be in the vernacular, for every 100 words or fraction of 100 words $1\frac{1}{2}$ annas.

(c) if the original be in a tabular form, whether in English or the vernacular } twice the rates respectively named in clauses (a) and (b).

- (3) For every certified extract from a Register of Alienations granted under section 53 of the Bombay Land Revenue Code

} 1 anna for every rupee of the amount of alienated revenue, or, if the Sanad lost or destroyed had been granted under Bombay Act 4 of 1868, or under S. 133 of the Bombay Land Revenue Code, 1879, a sum equal to one-half of the Survey fee which the holder of the building site included in the Sanad would be liable to pay under S. 132 of the said Code, if not exempted by the 2nd para. of that section, provided that the fee shall in no case exceed Rs. 10 or be less than 8 annas.—*B. G. Notn.* 3410, May 2, 1883.

- (4) For every certified copy of a map of a survey number, or of a recognized share of a survey number,

or of a field, or of any ordinary (uncoloured) map, or plan of any immoveable property 1 rupee.

(5) For every certified copy of a map or plan, or of any portion of a map or plan not falling under Article (4) of this Table.

{ such fee not exceeding fifteen rupees, and not less than one rupee, as the officer who certifies the copy shall determine: Provided that no fee exceeding Rs. 5 shall be charged by any officer subordinate to a Collector except with the permission of the Collector, or by a survey officer except with the permission of the Survey Commissioner.

(6) For every search made by any officer other than a village officer.....

{ 1 rupee for each year of which the records shall be searched.

10. Every fee payable in accordance with the foregoing Table shall be paid in advance.

11. The amount of all fees so received shall be entered in a separate book to be kept for this purpose by the officer in charge

of the records, and shall be remitted before the close of each month to the nearest Government Treasury after deducting the amount paid, in the case of certified copies and extracts, to section-writers under Government Resolution No. 3356, dated 11th November 1874, Financial Department, or under any other orders of Government that may be hereafter issued.

V.—MISCELLANEOUS.

12. Every application under these Rules, except an application under Rule 1 to a village officer, must be made in writing.

13. Every such application shall be numbered and filed by the officer to whom it is presented, and shall be endorsed with a memorandum, under his signature, stating the date on which it was presented, the amount of fees, if

Proceedings to be recorded on each application.

Rules under the Act—(contd.)

any, received either at the time of presentation thereof or subsequently at any time, and the date and manner in which the application was disposed of.

14. In considering any application purporting to be made under sections 90 and 91 of the Indian

Care to be exercised in granting inspections or copies as a matter of right.

Registration Act, 1877, or under section 213 of the Bombay Land Revenue Code, 1879, or under

any other law which grants to any person a right of inspection, special care must be taken to see that the public document, with respect to which such application is made, is one to which the law relied upon is applicable, and that the applicant is a person entitled to inspection (and, therefore, if he requires it under section 76 of the Indian Evidence Act, to a copy) before granting the application as a matter of right.

15. Nothing in these Rules is to be deemed to affect the provisions of the Stamp Act or Court

Saving of the provisions of the Stamp and Court Fees Acts.

Fees Act. The stamp-duty or court-fee with which any applica-

tion, copy or extract made or furnished under these Rules may be chargeable, is to be deemed to be in addition to the fees prescribed by Rule 9, and care is to be taken that the requirements of the Stamp Act and Court Fees Act are properly fulfilled in respect of every such application, copy or extract.

16. In these Rules the words "public document" are to be

"Public document" defined.

deemed to have the same meaning as in the Indian Evidence Act I. of

1872 (*see* section 74 of that Act).

17. Nothing in these Rules applies to the city of Bombay or to Local extent of these Rules. any civil or criminal court.